

Wooler Neighbourhood Plan

Minutes of the meeting of WNP Steering Group on Monday 9th April 2018

- 1. Present:** Lynne Pringle (LP) - chair, Margaret Brown (MB), Caroline Cummings (CC), Patsy Healey (PH), Alfreda Hindmarsh (AH), Shirley Mills (SM), Malcolm Pringle (MP), Sue Welch (SW) Adam Hernandez (observer)

Apologies: David Bull (DB), Pam Ratcliffe (PR), Clive Coyne (CC), John Boardman (JB)

- 2. Minutes** of the meeting on 5th March 2018 were agreed.

3. Matters arising

It has been established that there are no Sites of Special Scientific Interest in the parish.

4. Planning consultant's meeting (Wednesday 4th April)

LP reported that this had been a very full day. The group reviewed the draft plan, provided by Jenny, and used the draft AECOM report to consider site allocation. At present neither of these documents, in their current format, is suitable for wider circulation.

It became clear that there were 2 points that need to be pursued with NCC. The Berwick Local Plan placed restrictions on the development of Ferguson's Yard: we would like to change these. The proposed Wooler By-pass affects significant areas of potential development in the parish particularly along the eastern edge of Wooler. We would like to see part of its proposed route developed as a local access road towards Brewery Lane. When these points have been clarified with NCC we will need to return to the draft sections on Housing and Employment. **ALL**

Action: Discussion with NCC. **LP, PH, DB**

The main points around the discussion of sites were presented by PH. Clarification was sought re the outcome of discussion about sites on Berwick Rd it was agreed that they were suitable for mixed development. It was also agreed that further discussions take place with Reddem, College Valley Estates, Ferguson, Robson and H & H about land use

Action: **LP** to pursue and enlist help with this.

JL had suggested having a brief Development Strategy and a draft provided by PH was discussed. Comments were noted and the draft will be amended, circulated and sent to JL for approval.

Action: Re draft and send to JL **PH**

JL thought she would be able to get a revised draft of the plan to us by the 20th of April which will require reviewing and feedback. (see **18. ALL**)

5. Consultation strategy update.

There has been no response from JB as yet.

6. Community Actions

WPC has looked at and discussed the suggested Community Actions and have provided comments. AH confirmed that issue 16 regarding a crossing from the caravan park to the Milk Bar was going ahead.

Action: The document to be reviewed then forwarded to JL and placed on the website , **LP, SW, PH, MP**

7. Steering Group membership

SM is to consider her role as Deputy Chair and look at a system of back-up when the Chair is absent.

Action; Discuss **LP, SM**

8. WPC feedback/ issues to take forward

There were no issues from the WPC. There was discussion around the need for the WPC clerk to trigger upcoming necessary screening assessments. The timing of this needs to be discussed with DE/JB from NCC and then immediate action would need to be taken.

Action: **MP, SM, CC** will ensure the next WPC meeting is alerted about the need for this to happen and will update WPC about WNP progress .

9. AECOM Sites Assessment

The ownership of some of the sites was discussed and noted.

10. AECOM Housing Needs

We are awaiting the results of this. It was a wider based assessment than the CAN survey and will include data from the market operators.

11. Screening Assessments

Discussed under item **8**.

12. Budget and funding application update

The budget for the last 6 months has been fully used. There has been an additional £2,000 granted to all Neighbourhood Planning groups. The next application for money will be for a 12 month rather than 6 month period therefore any monies due to GGT to be transferred periodically by WPC.

We need a fee proposal from JL before the submission. It was agreed that as much money as possible should be used for the support of JL and to assist in this meetings would be held in members' houses. **SM** to liase with Tom Johnson GGT

13. Website

This needs updating and tidying up. All documents need to be in pdf format.

Action: **LP** to send out a list of web pages and allocate them to members of the group

14. Facebook

Still active. Michael Stanwix continues to moderate.

15. Timeline

The length of time that screening assessments are taking may affect the later stages and the timing of the consultation period. It is important to get feedback from infrastructure providers a.s.a.p.

Action: **DB** to talk to NCC about the best way to consult with these bodies and continue to progress matters.

16. Data Protection

LP checked with those present that they were happy to have their e mail address on relevant documents. All agreed.

Action: **LP** to check with those not present

All e mails that are sent out to groups need to be 'blind'. All documents need to be in secure storage. All those on mailing lists may need to be asked if they want to be on the list.

Action: **LP** to ask WPC for advice about how to proceed etc and **PH** approach NCC for advice on stored data.

17. AOB

None

18. Next meeting and dates for diaries

Tuesday April 24th 14.30 to look at the next draft of the plan. Coldmartin, Tallet. **ALL**

Tuesday May 9th 19.00 WNP Steering Group Coldmartin, Overacres. **ALL**